

**Department Of Correction**

Official Title:     **Student Intern**

Position Type:   **Internship**

Posting ID #: 057

Salary:   **Unpaid**

**INTERNSHIP INFORMATION**

Number of Vacancies:   **1**

Location:  
**MCI-Norfolk, Norfolk, MA**

Internship Track: **Central Inmate  
Disciplinary Unit**

Hours/Schedule: **Flexible  
Days/Times**

Duration:  
**Semester**

Position Description:

Intern will be educated on the Department's Inmate Discipline regulation as set forth in DOC 103 CMR 430 Inmate Discipline Policy. The intern will learn the practical variations of discipline at each facility. The intern will learn the "best practice" approach to hearing officer and disciplinary officer duties within the Unit as well as the processing of referred cases to the Department's Disciplinary Unit (DDU). The intern will also receive training and instruction on the United States and Massachusetts Constitutional requirements concerning inmate discipline.

Responsibilities/Major Duties:

The intern will assist staff in the Department's disciplinary processing. They will assist staff by researching and identifying disciplinary trends at each institution.

Preferred Qualifications:   **Interest in pursuing a career in Criminal Justice/Correction/Criminal Law**

**How to apply:**

**Mail Internship Application to:**

Monserate Quinones, Director, ODEO  
Office of Diversity & Equal Opportunity  
P.O. Box 946  
Norfolk, MA 02056  
Fax: (508) 850-5217

**For additional information or questions, please contact:**

Lori Costa at (508) 850-7783 or email at [LOCosta@doc.state.ma.us](mailto:LOCosta@doc.state.ma.us)

Agency Web Address: <http://www.mass.gov/doc>

**An Equal Opportunity/Affirmative Action Employer.  
Women, minorities, veterans, and people with disabilities are strongly encouraged to apply.**